

**From:** [Vankeerbergen, Bernadette](#)  
**To:** [Ettlinger, Nancy](#); [Xiao, Ningchuan](#)  
**Cc:** [Kline, Susan](#); [Haddad, Deborah](#)  
**Subject:** Geography 5222 & 5225  
**Date:** Friday, January 17, 2020 4:47:00 PM  
**Attachments:** [image001.png](#)

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Dear Nancy and Ningchuan,

On Friday, January 10, the Social and Behavioral Sciences Panel of the ASC Curriculum Committee (ASCC) considered proposals to offer hybrid and fully online versions of Geography 5222 and 5225 (both existing courses).

Please find below the feedback of the Panel:

- Geography 5222: unanimously approved with two comments (for when the course is taught):
  - The panel recommends clarifying which of the topics on the course schedule count as “major topics.” On p. 5 of the 100% and hybrid syllabi, the Assignment Information section refers to homework and quizzes for each major topic, but it is unclear as to what the specific major topics are.
  - Remove boilerplate language taken from the ASCTech syllabus template that does not apply to this course. For example, p.7 the 100% online syllabus and p. 8 of the hybrid syllabus refers to midterms and final exams, but there are no midterms in either offering and there is only a final in the hybrid version (not in the fully online version). Furthermore, those sections also include the boilerplate sentence “Weekly quizzes are included as self-checks without points attached.” However, in both versions the quizzes are worth 20 points. The cut-paste boilerplate of the “policies for this online course” even appears on p. 5 of the in-person syllabus. Students would be quite confused if this type of information were included in the syllabus when the course is taught.
- Geography 5225: unanimously approved with one recommendation (for when the course is taught):
  - In the final student version of the fully online and hybrid syllabi, specify what the “selected literature” is for the last three weeks. The panel assumes that the in-person version of the course should also have these readings listed on the course schedule. (The in-person syllabus provided has blanks where readings would be listed.)

Both requests were advanced by our office earlier this week, & I see that the requests are pending at the Registrar’s Office.

Should you have any questions about this feedback, do not hesitate to contact Susan Kline, faculty Chair of the SBS Panel (cc’d here), or me.

Best,  
Bernadette



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